

Project ENRICH Evaluation Meeting – February 23, 2005 – 8:30am - 2:30pm

Pier 347, Pierre, South Dakota

Angie Boddicker, Project Director and MaryLou McGirr, Evaluator

Jamie Morris, Region 6 ENRICH Coordinator, joined the meeting from 12:00p.m.-2:30p.m.

Agenda Item	Discussion	Action Taken
Establish outcomes	<ul style="list-style-type: none">▪ Report/discussion on communication with Regions 3, 5, 6 and 7▪ Plan benchmark events<ol style="list-style-type: none">1. Regions2. Project Management Team▪ Discuss orientation process for Regions 1, 2, 4▪ Adjust Project Management Team Work Plan▪ Discuss Logic Model purpose and design	
Communication Report	<ul style="list-style-type: none">▪ MaryLou attended the Region 7 and Region 5 Advisory Team meetings and has met with Laurie Bedford and Erik Person individually to discuss work plan progress▪ She has been in contact with Sylvia Street, Region 3, to set up meeting time to gather information.▪ Jamie Morris, Region 6 Coordinator reported on that region's progress	<ol style="list-style-type: none">1. Agreed that Angie will contact region directors to offer support and continue to disseminate pertinent information.2. MaryLou will continue to communicate with region coordinators through professional conversations while developing evaluation tools and gathering information.
Benchmarking Event	<p>MaryLou shared reasoning for benchmarking and it was decided that an event for late May would be scheduled for the region coordinators, project director and evaluator. The outcomes are to provide both an interactive learning opportunity and a time for assessment before the next year work plans are developed.</p> <ul style="list-style-type: none">▪ An evening session would produce a progress statement for each goal.▪ The next day's session would produce conclusions, learnings, and next steps including next year's work plan.▪ A concern is that the event be early enough for the regions to develop their work plans for next year that allows them time to implement strategies specific to their needs.▪ It was decided that this event would be a collaborative effort between the Department of Education Project ENRICH Director and the TIE Evaluator.	<ol style="list-style-type: none">1. Angie will host the event which will tentatively be scheduled at Cedar Shore, Chamberlain, in late May or early June.2. MaryLou will schedule the rooms and meals.3. Angie and MaryLou will communicate as necessary to collaboratively coordinate the event.4. The Region Coordinators will be informed of expectations and given ample time and directions to prepare for the event.

<p>Awarding Grants</p> <p>Orientation</p>	<ul style="list-style-type: none"> ▪ RFPs have been submitted for Regions 1, 2 and 4. An evaluation team is in place and grants will be awarded in the near future. ▪ Concerns/Questions: <ol style="list-style-type: none"> 1. Although the grants will be awarded this spring, the dollars will not be distributed until October. Will the directors hire coordinators and begin implementing the project prior to October 1 without funds? 2. Is it possible to distribute the funds prior to October 1 allowing coordinators to be hired and work on the project to begin prior to the start of the school year? 3. Until questions 1 and 2 are resolved, it is difficult to schedule orientation sessions and deadlines for the ENRICH directors and coordinators. 	<ol style="list-style-type: none"> 1. Angie will inform all stakeholders of the grant awards. 2. Angie will discuss these issues with the new region directors and Michelle Powers and keep stakeholders informed.
<p>Project Management Team Work Plan</p>	<p>Discussion about the PMT Work Plan resulted in minor adjustments to more clearly reflect the activities and strategies as they are related to and aligned with the outcomes.</p>	<ol style="list-style-type: none"> 1. MaryLou will make the work plan adjustments and email to Angie for approval. 2. Angie will distribute to all stakeholders.
<p>Logic Model</p>	<ul style="list-style-type: none"> ▪ MaryLou explained the logic model concept and rationale for developing one for the PMT Work Plan. ▪ Angie stated that it would be a valuable picture of the ENRICH work and communication piece. 	<ol style="list-style-type: none"> 1. MaryLou will develop a logic model and work with Angie to produce a workable model.
<p>Next Meetings</p>	<ul style="list-style-type: none"> ▪ MaryLou will contact Angie to set a meeting date to design benchmarking event. ▪ Angie and MaryLou will continue to communicate with the region coordinators to provide support and assistance. ▪ Discussion needs to occur concerning Project Management Team benchmark. 	